

2.5 Attach a brief (1 page) written explanation (Word Document if reporting electronically), as to why the facility's progress is greater than or less than, that anticipated in the Pollution Prevention (P2) plan's schedule for implementation, if this applies. This attached explanation will be the written dialogue section on the Toxics Program's Web page.

2.6 Attach a brief (1 page) written explanation (Word Document if reporting electronically), of how the employees were "notified" and "involved" in the P2 planning process. Please refer to the Toxics Law or the Guidebook dated January 2003 for more information.

2.7 Confidentiality. If any line items are confidential please enter the word TRUE in confidential column for the appropriate rows on Sheet 1.
Note: Only line items with the word TRUE entered in the Confidential column will be considered confidential.

2.8 A copy of the report must be sent to the **municipality** in which the facility is located, by **July 1, 2004**.

2.9 Progress report certification: As a Senior Management Official of the facility, I have personally examined this progress report and I certify, by initialing the "Yes" box below, that the information is complete and accurate. I also certify that a P2 Plan has been prepared, **updated** and is on site and available for the Department's inspection. P2 plans must be updated by **01/01/04** and every 2 years thereafter.

_____ Yes, I certify that this report is complete and accurate, that the P2 plan has been prepared, **updated** and is available for inspection.

Please Print:

A. Last Name _____ First Name _____ Middle Initial _____

B. Title _____

C. Signature _____

D. Report Prepared by (if other than Senior Official) _____ Phone _____ Ext _____

E. Facility Environmental Contact: (if other than Senior Official) _____ Phone _____ Ext _____

F. Environmental Contact's E-mail address _____

Submit by July 1, 2004 to: Jim Rodrigue, Manager
Toxics Program
Maine DEP
17 State House Station
Augusta, ME 04333-0017